

Short Title: Fair Housing Course Substitute

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Description of Practice/Procedure: Fair Housing Issues is a mandatory category for real estate license renewal. Real estate licensees must take a minimum of three credit hours in the six mandatory categories, and a total of twenty-four credit hours of Department-approved courses to apply for renewal of their real estate licenses.

Some licensees engage exclusively in specialties in which Fair Housing is not an issue, for instance, farm and ranch sales, business brokerage and commercial sales/leasing. These licensees who deal exclusively in real estate specialty areas have requested an accommodation to allow them to substitute a class applicable to their area of specialization instead of taking a course in Fair Housing.

1. A real estate renewal applicant who is engaged in a specialty that does not include residential transactions may substitute an additional class that has been approved for a minimum of three credit hours in place of the mandatory Fair Housing course **when all of the following apply:**
 - a. **The licensee's business is exclusively in a specialty field in which the fair housing law does not apply;**
 - b. **The licensee provides proof (or has previously provided proof) of attendance at a Department-approved fair housing course in the past;**
 - c. **The substitute course proposed is relevant to the licensee's real estate activities.**
2. To request the course substitution, the licensee shall submit an email to education@azre.gov prior to initiating the license renewal application process that specifically states the licensee's compliance with the criteria listed in 1 above.
3. The Education Division will approve or deny the requested replacement class and inform the licensee of the decision. If approved the licensee may proceed with the renewal process using the substitute course.

Authority: A.R.S. §32-2130 (A), A.R.S. §32-2130; A.A.C. R4-28-402 (A) (5), A.A.C. R4-28-402 (B)

Policy Program: Education

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SAMUEL P. WERCINSKI, COMMISSIONER
ARIZONA DEPARTMENT OF REAL ESTATE

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